

MEMO

from
Sir George Williams University
Library

VOL. 2, NO. 4

APRIL 1967.

FROM THE EDITOR'S CHAIR

This is the first issue of Memo during Centennial Year, the longest published so far. It carries in toto the full text of a joint policy agreement between McGill University and Sir George Williams University on library cooperation. The agreement is a matter of auspicious promise and of historic importance to both institutions. Such cooperation can only be of mutual benefit to both universities, their users, and the community at large. Our congratulations go out to the principals and their staffs who worked it out. The news of Mr. Crouch's resignation as University Librarian is on the ninth page of this issue.

FROM THE LIBRARIAN'S OFFICE

EXTENDED LIBRARY HOURS BEFORE EXAMINATIONS

The current academic year is rapidly drawing to a close. To accommodate student study needs the Study Room H-437 will be opened on Saturdays to augment the library study space available. The Main Library in the Norris Building will be open Sundays from March 5 to the end of examinations from 1 - 6 p.m., except for Easter Sunday.

COLLECTION BUILDING

Book ordering has been proceeding apace though not as rapidly as might be desired. At the end of February there were still large balances left in a number of the subject allotments. The Selection Committee has been active in choosing a broad selection of back journal runs for purchase from amongst priority recommendations sent in by faculty departments. As a result more of our serious gaps will be filled. This work of building holdings of journals will continue.

Equally important will be selecting and ordering monographs in a wide range of subject fields to fill gaps which have been revealed by some surveys of holdings to support proposed courses, carried out by Reference Department staff. This is vitally important work which must be carried out next year to build a more adequate collection.

THE NEW LIBRARY BUILDING

Professor J.P. Pétoles, Director of Planning Physical Facilities, presented a brief outlining our requirements for a new library building, to the Department of Education's Sub-Committee on Capital Investments for Universities, of which he is a member. The brief outlined our expected enrolment for which the building is planned and the present limitation on space for readers and books. Present space for books is expected to be exhausted by summer 1969. The brief also outlines the various cooperative projects and arrangements which we participate in with McGill, Loyola, and Ecole des hautes Etudes commerciales. We are hoping for favourable consideration from the government so that we can at least move some distance toward our goal.

S.G.W.U./McGILL LIBRARY COOPERATION AGREEMENT

Over the past several years S.G.W.U. library and McGill library have cooperated in several areas. We have been restricted in carrying this cooperation much further by the limited facilities and collections which S.G.W.U. possesses, and the inadequate quarters possessed by McGill from which to serve its own students, let alone our students.

The library cooperation agreement is based on the essential premise that each university receive approval for and construct adequate library buildings to meet its basic needs. This means for S.G.W.U. a main library building designed to meet the needs of our expected enrolment primarily providing undergraduate service, with some provisions for graduate work. For McGill this means construction of a research library, and the remodeling of the Redpath Library as an undergraduate library. Given these facilities it will be possible to embark on a more effective development of cooperative programs, including the reciprocal use of collections and facilities by graduate students and faculty, and shared responsibility for collection building.

The agreement affirms the importance of cooperation and provides for establishing the machinery for devising and implementing policies for the cooperative development and use of library resources.

The agreement has been signed by Dr. Rae and Dr. Robertson. It has been ratified by the University Council and Board of Governors of S.G.W.U., and the Senate of McGill. Copies of the agreement have been forwarded to the Sub-Committee on Capital Investments for Universities, of the Department of Education for the information of the government.

The text of the agreement follows.

JOINT POLICY ON LIBRARY COOPERATION

BETWEEN MCGILL & SIR GEORGE WILLIAMS UNIVERSITIES

1. (a) With respect to library facilities.

The universities recognize that each must provide library facilities for its own undergraduate and masters level work. It is to meet these needs that Sir George Williams University is proposing a new main library building. The renovated Redpath Library planned by McGill will provide service for its undergraduates.

This policy finds support from such a body as the Spinks Commission (1) which reached a similar conclusion after extensive study of the library needs of the fourteen provincially supported universities in Ontario. There seems little doubt that the same principle applies to Quebec universities with respect to their undergraduate and masters level library needs.

Research library facilities are essential for McGill for doctoral and post-doctoral level research. Such resources as this library will provide are essential not only to McGill's faculty and graduate students, but to the graduate students and scholars of Sir George Williams University, and others as well. Such a research library must be responsive to the needs of its users. To this end McGill and Sir George Williams agree to establish a joint body to set policy for the proposed research library. They agree that Sir George Williams University should contribute to the current operating cost of this library on a basis yet to be worked out, and subject to provincial approval. The faculty and graduate students of each university will enjoy the right of reciprocal access and use of the library of the other institutions. The effectiveness of these arrangements for reciprocal use will depend on the construction of both the main library for Sir George Williams and the research library for McGill, for each serve different but complementary needs. The establishment of such cooperative arrangements will generate additional traffic to the research library. It may be advisable to study carefully whether its plan should be enlarged.

(b) With respect to collections.

Each university must provide the basic collections for its own undergraduate and masters level programs. This will be the main concern of Sir George Williams University for some years to come. Adding current publications to its undergraduate

(1) Commission to study the development of graduate programs in Ontario Universities. Report to the Committee on University Affairs and the Committee of Presidents of provincially-assisted universities. Toronto, 1966. pp. 61-2.

collection and developing its doctoral and post-doctoral research collections will be the chief preoccupation of McGill in the future.

Both universities will be concerned in certain fields, to build research collections which do not duplicate each other. Even at the honours and masters level much can be done to share responsibility for collection building, and at the doctoral level and post-doctoral level, such sharing of responsibility is essential if economy is to be realized. Considerable informal progress has already been made in this field by consultation between the Acquisitions Librarians of both universities before ordering expensive and specialized sets. Both universities agree to continue sharing responsibility for acquiring library materials by making formal provisions to avoid unnecessary and haphazard duplication.

Again this procedure and policy finds support in the report of the Spinks Commission which emphasizes the need to develop adequate undergraduate resources at each university, together with the controlled and planned development of research collections at relatively few institutions.(2)

2. Planning and Implementing cooperative measures.

The two universities recognize that new administrative "machinery" will be required to plan and implement cooperative policies and procedures. At least two bodies will be established

- (a) The first is a joint committee on cooperative library policies, to be composed of high ranking university and library representatives and responsible for working out cooperative policies on book selection and readers' services in consultation with the academic governing bodies of each university.
- (b) The second is a joint library services committee, composed of representatives of the library staff of each university, responsible for studying the possibilities of cooperative selection and services and making policy recommendations on these matters. This committee will also make the necessary working arrangements for implementing such cooperative policies.

- 3. As the universities develop their needs will change. Cooperative policies which are adopted must be administered flexibly and changed or modified from time to time as needs dictate.
- 4. While cooperative arrangements between Sir George Williams and McGill are valuable in themselves (3) they fit into the larger

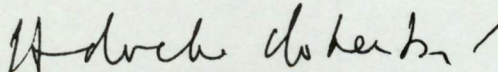
(2) Op cit.

(3) These are outlined in the report, Sir George Williams University. Main Library Building. December 30, 1966. pp. 2, 3, 4.

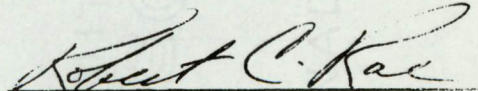
picture of library cooperation within Montreal and the province. McGill carries on an extensive interlibrary loan service, loaning out more than four times the quantity which it borrows. The majority of loans to universities serve graduate needs, and the University of Montreal in particular benefits from this cooperation. By mutual agreement, faculty members from Montreal universities have access to all university libraries in the city. Again the main impact falls on McGill, short as that institution is of seating space. Sir George Williams University, Loyola, and McGill have agreed to divide responsibility for acquiring materials in the field of African studies. This cooperative effort is not complete since the University of Montreal, although invited, has not entered the arrangement. In several fields faculty and graduate students of the University of Montreal must make extensive use of McGill's collections if they are to pursue post-doctoral research, or research required for doctoral programs offered by their university. McGill has been pleased to cooperate.

At the level of research collections for doctoral and post-doctoral work, all the universities of the Montreal region must work cooperatively together. One can foresee each institution agreeing to share responsibility for building collections in particular areas of specialization and agreeing to provide services to students and scholars on a practical reciprocal basis. At this level the language in which books are written is not the major consideration, but rather the accessibility of books in whatever language.

This memorandum represents the policy of the library committees of McGill University and Sir George Williams University and commends itself to their administrations.



H. Roche Robertson, Principal
McGill University



R. C. Rae, Principal
Sir George Williams University

January 18th, 1967.

NATIONAL LIBRARY TO RECORD ALL S.G.W.U. LIBRARY ITEMS

Beginning April 1, 1967, all newly catalogued items received by the S.G.W.U. library will be reported to the National Library in Ottawa. This constitutes national recognition of the importance of our collections to scholars elsewhere in Canada. During the past three years our collection has doubled from about 65,000 to 140,000 volumes.

Our library will be one of over 100 major Canadian libraries - mainly university, special, and governmental - which regularly send unit cards (author catalogue cards) to the National Library's union catalogue. This union catalogue in Ottawa serves as a locating device : scholars who cannot turn up a book or serial in their own area, can track it down by enquiring at the N.U.C.

The S.G.W.U. library will also be forwarding unit cards for all newly catalogued titles (books and periodicals) as well as for the books recatalogued during the month. Unfortunately, the library's already-existing collection will not be recorded. It is assumed that the bulk of the older books are standard college texts.

But this picture is changing, especially as S.G.W.U. begins offering graduate programs to the Masters level in a number of fields. As they grow, our newly acquired research materials are beginning to become significant. Hopefully, the university library will be adding at least 35,000 volumes in the current fiscal year. Next year's target: 50,000 volumes.

Meanwhile, our collection of science materials will be significantly strengthened as we incorporate into our holdings the disbanded library of the Engineering Institute of Canada. Our scientific and technical journal holdings are to be listed in the forthcoming new edition of the National Research Council's Union list of serials.

NEWS FROM HERE AND THERE

During Christmas break all the Dewey books and LC books from A through G were moved to the new fifth floor stack. All volumes classified J and K are in the corridor area adjacent to the Documents Room on the same floor... The Reference Department finally moved into its own workroom (Room N-530) on February 10... The last of the Dewey periodicals were reclassified into LC early in January... A Xerox machine for catalogue card reproduction has been installed in the Technical Services Department. David Maguire is its operator... Reference staff have completed about 2/3 of their library surveys on the collection. These reports go to the Curriculum Planning Committee, who decide whether new or extended courses should be introduced in 1968... The Downs Survey Team will be checking into our library on March 29, to meet the chief librarian, the main library officers, and to tour the library... It will be our first inclusion in a survey where we are rated together with other major Canadian university libraries... Themes from the Old Testament is the theme of an intaglio-relief colour print exhibition, featuring the work of Montreal-born

painter-etcher Saul Field. Currently to be seen on the sixth floor of the library...

WELCOME TO THE LIBRARY

Susanne BACHOFNER (library certificate of Association of Swiss Librarians), formerly with the Institute for Industrial and Management Engineering of the Federal School of Technology, Zurich. (Acq.)

Kay BETTS, formerly with the Beaconsfield (Public) Library. (Circ.)

Blanca KISTER, recent U.B.C. graduate, formerly with the U.B.C. Fine Arts library. (Documents)

Joanne MILLER, professional, formerly librarian of the Bancroft and Royalvale Schools (Protestant School Board of Montreal). (Cat.)

Judith OSTROFF, formerly with Planned Sales Advertising. (Acq.)

Carole ROSS, of Glasgow, formerly with the Bank of Commerce, Montreal. (Circ.)

DEPARTURES

Pat CONLON (Circ.) is returning to Liverpool where she is planning to get married this coming fall.

Lucia FORIR (Acq.)

Anne FORSHAW (Circ.) has moved to California with her husband, an electrical engineer.

Nancy LLOYD is expecting a baby (Documents)

Gunhild MELIN, has joined a Montreal accounting firm (Acq.)

Jutta SMITH has moved to the United States with her husband, who is continuing his graduate studies in English literature (Circ.)

Joyce STERLING has joined P.S. Ross & Partners, Management Consultants, as the firm's librarian (Ref.)

MOVING INTO HIGHER CIRCLES: PROMOTIONS AND CHANGES

Christa ALEXANDER (Acq.) has been promoted from clerk typist I to II.

John CALLENDER has been promoted from cataloguing clerk to cataloguing assistant.

Allen HUDSON has been promoted from stack attendant I to II.

Pat KALLIO has transferred from the Cataloguing to Acquisitions department.

Stephen LIND has transferred from main library stacks, part-time, to Science-Engineering library full time.

David MAGUIRE (Cat.) has been promoted from Processor I to II.

WAVE OF MARRIAGES SWEEPS CATALOGUE DEPARTMENT

Sol Katz, editor of Memo, married Carol Ann Goldenberg, reading teacher, on January 15, 1967.

Marilyn Kiper married Mansour Lavi, mechanical engineer, of Teheran, Iran, on February 4, 1967 in Toronto.

Michael Newman married Serena Kottmeier, artist, on December 23, 1966.

FORTHCOMING MARRIAGE

Leslie Thomson, head of the Reference Department, has become engaged to Carlos Ming, of St. Thomas, U.S. Virgin Islands. Her resignation becomes effective March 31, 1967.

RECOVERING FROM OPERATION

Lily Ofiesh has left hospital after a successful operation, and is recuperating at home. We wish her and Manisha Mukherjee a speedy recovery.

UNIVERSITY OF TORONTO LIBRARY SCHOOL STUDENTS PRACTISE HERE

Miss Cheryl Moore spent two weeks in the Reference Department. Mrs. Ellen Sepp spent two weeks in Technical Services.

NEW ACCESSION IN THE FAMILY

The wife of James McCall (Stacks) recently gave birth to a boy.

FORMER LIBRARIAN DIES

Barbara Rosen, who was in charge of the Reserve Collection of the library during 1961 to 1963, died in October, 1966. After leaving S.G.W.U., she attended McGill University Library School, where she distinguished herself with her high marks. She worked afterwards at the National Library, Ottawa, and at the Brookline Public Library, Brookline, Mass.

LOIS COTE IN LONDON, ONTARIO

Lois Côté, formerly of the Catalogue Department, has now joined the Reference Department of the London, Ontario, Public Library.

PROFESSIONAL ACTIVITIES

Olga Gil, Documents Librarian, recently spoke on "The Organization of Public Documents in Libraries" at a Quebec Library Association Workshop on Public Documents. Also participating in the program, chaired by Keith Crouch, University Librarian, were J.G. Leroux of the Canadian Department of Public Printing and Stationery and Henri Claret of the Quebec Bureau de l'Imprimeur.

Joan Proudman, Science Reference Librarian was chairman of a panel discussion on "Library Applications of Data Processing." The panelists, meeting at the S.G.W.U. faculty dining room were members of the Montreal chapter of the Special Libraries Association.

Helen Howard, head of Public Services, was invited to join an S.L.A. sub-committee on Library Research, on February 24 and 25 in New York City.

LAST-MINUTE NEWS: RESIGNATION OF KEITH CROUCH, CHIEF LIBRARIAN

Dr. H. Rocke Robertson, principal and vice-chancellor of McGill University, has announced the appointment of Keith Crouch, 41, as director of university libraries effective June 1, 1967. Mr. Crouch is at present chief librarian of Sir George Williams University.

He succeeds John Archer who, during his three-year tenure, has supervised a rehabilitation of the University's library system. Mr. Archer has resigned to complete his Ph.D. degree at Queen's University, where he will also hold a teaching appointment in the department of history.

"As Director of McGill University libraries," Dr. Robertson stated, "Mr. Crouch will have responsibility not only for the central library, the Redpath, but also for the Physical Sciences, the Medical, Law and Divinity Libraries, and all the other branch libraries which go to make up the McGill complex."

Altogether there are some 50 libraries served by the staff of 250 professional and non-professional librarians and containing well over a million volumes.

Mr. Crouch comes from London, Ontario, and attended the University of Western Ontario before proceeding to Queen's University where he graduated with B.A. Economic Honours in 1949. He then came to the McGill Graduate School of Library Science and received the B.L.S. degree in 1950. He later attended New York University and was awarded the M.A.

degree for a study of the Tutor and the Stuart parliamentary developments in England.

Prior to his appointment at Sir George Williams University, Mr. Crouch was deputy Chief Librarian of the North York Public Library, Canada's second-largest public library system. His term at S.G.W.U. began on May 1, 1962. His new duties at McGill University begin on June 1, 1967.

Mr. Crouch noted that he was leaving with mixed feelings. "It has been a most pleasant relationship with staff, faculty and students. I am sure the same pleasant atmosphere will remain after I am gone."